

Republic of the Philippines  
**VISAYAS STATE UNIVERSITY**  
Baybay City, Leyte

**CERTIFICATION OF ASSUMPTION TO DUTY**

This is to certify that Ms/Mr. LETTY JEAN C. LOR has assumed the duties and responsibilities as Administrative Aide III of Visayas State University effective September 16, 2018.

This certification is issued in connection with the issuance of the appointment of Ms/Mr Letty Jean C. Lor as Administrative Aide III.

Done this 16th day of September 2018 in Visayas State University.



MARIA AURORA T.W. TABADA  
Head of Office/Department/Unit

Date: September 16, 2018

Attested by:



**LOURDES B. CANO**  
Highest Ranking HRMO

201 file  
Admin  
COA  
CSC

*For submission to CSCFO  
within 30 days from the  
date of assumption of the  
appointee*